

## Early Childhood Educator 1 - Child Care Center Truckee Meadows Community College

Direct Link: <https://www.AcademicKeys.com/r?job=232076>

Downloaded On: May. 8, 2024 7:07am

Posted Feb. 29, 2024, set to expire Jul. 5, 2024

**Job Title** Early Childhood Educator 1 - Child Care Center  
**Department** Child Care Center  
**Institution** Truckee Meadows Community College  
Reno, Nevada

**Date Posted** Feb. 29, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Education

**Apply Online Here** <https://apptrkr.com/5064860>

**Apply By Email**

**Job Description**

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### Early Childhood Educator 1 - Child Care Center

Thank you for your interest in Truckee Meadows Community College. If you need assistance or have questions regarding the application process, please contact Human Resources at (775) 673-7168 or [humanresources@tmcc.edu](mailto:humanresources@tmcc.edu).

### Job Description

Truckee Meadows Community College (TMCC) is recruiting for two positions for a full-time, Early Childhood Educator 1 for the Child Care Center. \*\*\*This position does not provide layoff rights and is

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contingent upon funding. Progression to the next level in the series may occur after meeting the minimum qualifications, satisfactory performance, and with endorsement of the appointing authority. This position is responsible for either children ages 3-5 years old or Infants/toddlers. Duties include planning curriculum and implementing daily activities; conducting child screening and parent conferences; and participating in Center accreditation standards.

Other responsibilities include, but are not limited to:

- Communicates respectfully with children using patience, energy, and warmth during all interactions.
- Provides careful supervision for all children adjusted appropriately for differing ages and abilities.
- Responds to children's challenging behavior with curiosity, warmth, and sensitivity.
- Plans and implements routines and curriculum that match the interests and goals of individuals in the group.
- Models and promotes the standards of conduct as described in the operations manual.
- Facilitates research and observation activities in the classroom by supervising Field Experience and Practicum students while working in the classroom.

### Managing the Classroom Environment

- Designs indoor and outdoor environments with materials readily accessible so that the children can pursue their interests and explorations independently.
- Arranges spaces so activities are not interrupted and to support long-term investigations of children.
- Documents the work of the children to highlight their learning and identity.
- Provides opportunities to interact and connect with natural and open-ended materials.
- Creates daily opportunities for children to make sensory discoveries and have sensory experiences.

### **Required Qualifications**

- This position requires Associate's degree from an accredited college or university in education, early childhood education, or closely related field and one (1) year of experience teaching children in a childcare, pre-school, or group setting; **OR**
- Graduation from high school or equivalent education and two (2) years of experience teaching children in a childcare, pre-school, or group setting; **OR**

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- Two (2) years of experience as a Child Care Worker II in Nevada State service; **OR**
- An equivalent combination of education and experience as described above

Pursuant to NRS 284.4066, this position has been identified as affecting public safety. Persons offered employment in this position must submit to a pre-employment screening for controlled substances.

Current CPR & First Aid training - This can be obtained after hire if not in current status.

FBI background check and fingerprinting every 5 years

TB test every 2 years

### **Schedule**

The typical schedule for this position is Monday through Friday 9:00am - 6:00pm; this is subject to change based on organizational needs.

### **Compensation Grade**

Grade 27 (Entry, Step 01 \$19.94/hr - Step 03, \$21.64/hr)

To view the classified compensation schedules, please visit: [Classified Compensation](#). Select Salary schedule, PP01. In classified service, salary is in Grade and Step. The Grade is determined when the position was created. Salary placement above a Step 01 at initial appointment is determined based on the recruitment, the candidate's qualifications, internal equity and budgets. A request to accelerate salary must be approved by Human Resources and abide by the Nevada Administrative Code.

### **The Perks of PERS!**

Employees are enrolled in The Public Employees' Retirement System of Nevada (PERS) upon hire. For information on contribution rates, please visit: [NV PERS Contribution Rates](#).

Please visit the Benefit Estimator [Retirement Calculator](#) for more information.

### **Perks of Working at TMCC!**

- Health insurance options including dental and vision - [Health Insurance](#)

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- 17.5% retirement match in PERS, 10 hours of annual and 10 hours of sick accrued each month, 12 paid holidays.
- Life insurance, generous annual and sick leave -[Classified Benefits](#)
- Sports and Fitness Center with annual or monthly membership options for employee and spouse/domestic partner.
- [ComPsych](#) supports employees through life's difficult moments.
- [Free parking](#) on all TMCC campus locations.
- No State income tax.
- All full-time faculty and staff are provided with a variety of [discounts and employee purchase programs](#).
- [Classified Grant-in-Aid](#): TMCC encourages employees to pursue training and educational opportunities available to them through the Nevada System of Higher Education Institutions. Tuition is paid in full when Classified employees enroll in a course that can apply toward the completion of a degree or is job-related.
- [Classified Registration Fee Reduction Program](#): The College offers this program for spouses, domestic partners, and dependents of Classified employees (working at least 53%). The Classified Registration Fee Reduction Program may be used for undergraduate courses through TMCC.

### Exempt

No

### Full-Time Equivalent

100.0%

### Required Attachment(s)

Please note, once you submit your application the only attachment/s viewable to you will be the attachment/s to the resume/CV section of the application. Any additional required attachment/s to the cover letter, references, additional documents sections of the application, will not be viewable to you after you submit your application. All uploaded attachment/s will be on the application for the committee to review. To request updates to attachments, prior to the committee review of applications, please contact the candidate helpdesk at [jobs@unr.edu](mailto:jobs@unr.edu).

### Attach the following attachment(s) to your application

**Resume/CV-** (required) List a detailed description of the major duties that you performed as part of

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each job. You must demonstrate that you qualify for the position and your education and experience must be clearly documented.

**Cover Letter-** (optional)

**Contact Information for Three Supervisory References-** (required) Please make a note if you do not want your present employer contacted unless necessary to determine your qualifications for the position.

**Transcripts-** (optional) If you have not graduated, please attach your transcripts to receive education credit for classes you have taken. Credit is given for classes relevant to the position.

**Veteran Interview Consideration-** (optional) - To receive interview consideration for veterans and veterans with a service-connected disability, proof is required at the time of application. Please attach proof electronically to your application under the Veteran Document(s) section. (Examples of acceptable documents include DD-214, disability letter from Veteran's Administration, etc).

**This posting is open until filled**

Qualified individuals are encouraged to apply immediately. Lists of eligible candidates will be established and hiring may occur early in the recruiting process. Recruitment will close without notice when a sufficient number of applications are received or a hiring decision has been made.

**Posting Close Date**

03/19/2024

**Note to Applicant**

Applicants should fully describe their qualifications and experience with specific reference to each of the minimum and preferred qualifications. Search committees will use this information to determine that applicants meet minimum qualifications as listed in the job announcement.

This posting will close at 12:00 am on the date listed above. The posting will no longer be available to apply to after 11:59 pm the day prior.

All documents, including unofficial transcripts for academic positions, must be received prior to the closing date listed on the job announcement.

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Employment is contingent upon successful completion of a criminal background check upon hire.

As part of the hiring process, applicants for positions in the Nevada System of Higher Education may be required to demonstrate the ability to perform job-related tasks.

Schedules are subject to change based on organizational needs.

**To apply, visit [https://nshe.wd1.myworkdayjobs.com/en-US/TMCC-External/job/TMCC---Truckee-Meadows-Community-College---Dandini-Campus/Early-Childhood-Educator-1---Child-Care-Center\\_R0139207-1](https://nshe.wd1.myworkdayjobs.com/en-US/TMCC-External/job/TMCC---Truckee-Meadows-Community-College---Dandini-Campus/Early-Childhood-Educator-1---Child-Care-Center_R0139207-1)**

*Truckee Meadows Community College is a comprehensive educational institution located in Reno, Nevada and is part of the Nevada System of Higher Education. TMCCs five instructional sites and numerous community locations serves an increasingly diverse population of more than 11,000 students each semester. TMCC, an HSI (Hispanic Serving Institution), is a progressive institution that celebrates inclusion and diversity while supporting core themes of academic excellence, student success, and access to lifelong learning.*

*A vital leader in the New Nevadas growing economy, TMCC is located near the beautiful Sierra Nevada Mountains in an environment rich with a thriving arts, culture, food scene, abundant outdoor activities, and a family-friendly local community. It is only a 3.5 hour drive to San Francisco, CA, a 40-minute drive to Lake Tahoe, and within easy driving distance of four national parks (Great Basin, Yosemite, Lassen, and Death Valley). For more information, please go to [www.tmcc.edu](http://www.tmcc.edu) or view our virtual tour at [tour.tmcc.edu](http://tour.tmcc.edu).*

*The Nevada System of Higher Education (NSHE) is committed to providing a place of work and learning free of discrimination on the basis of a persons age, disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion.*

### Contact Information

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Please reference Academickeys in your cover letter when  
applying for or inquiring about this job announcement.

**Contact**

N/A

Truckee Meadows Community College

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